

**Minutes**  
**West Bloomfield Township Public Library**  
**Board of Trustees Meeting**  
**February 20, 2013**

**Present:** Bordman, Kravetz, Macon, Osthaus, Bohrer  
Scott Boone and Kyle Stautler, Westacres Historical Society

**Absent &**  
**Excused:** Holtz, Meyer

**Call to Order**

President Macon called the meeting to order at 7:30 p.m.

**Approval of Agenda**

**MOTION:**

**MOVE TO APPROVE THE AGENDA FOR THE FEBRUARY 20, 2013  
MEETING.**

Moved: Osthaus  
Second: Bordman  
Ayes: Osthaus, Bordman, Kravetz, Macon  
Nays: None

**MOTION CARRIED.**

**Presentation on Proposed Wayside Interpretative Exhibit**

Scott Boone and Kyle Stautler from the Westacres Historical Society presented information on the MotorCities National Heritage Area, which is an affiliate of the National Park Service, dedicated to preserving, interpreting and promoting the

automotive and labor heritage of the State of Michigan. The Westacres Historical Society has obtained two wayside interpretative signs that promote MotorCities National Heritage Area and request approval to place them permanently on Westacres Branch property. Numerous MotorCities wayside signs will be located across Oakland County. The Board viewed mock-ups of the signs. Two suggested locations for the signs were also presented. The Board agreed to visit the Westacres Branch on March 7, 2013 to view the proposed locations before their next meeting.

### **Friends of the Library**

Trustee Osthaus reported that the Friends of the Library may move to two book sales a year. The exterior temporary signage used to promote the book sales is being re-designed.

Trustee Osthaus reported on an upcoming music program that is being planned by the Friends of the Library. She expressed concern over a selected music performance to be scheduled for October 2013, which was discussed by the full Board.

#### **MOTION:**

**MOVE TO INFORM THE FRIENDS OF THE LIBRARY THAT A MUSIC PERFORMANCE TO BE SCHEDULED FOR THE MAIN LIBRARY IN OCTOBER 2013 WOULD BE UNACCEPTABLE.**

Moved: Bordman  
Second: Kravetz  
Ayes: Bordman, Kravetz, Macon, Osthaus  
Nays: None

**MOTION CARRIED.**

### **West Bloomfield Historical Society Event**

President Macon reported on attending the West Bloomfield Historical Society event held on January 26, 2013 to receive their community service award on behalf of the Library.

### **Approval of Minutes**

#### **MOTION:**

**MOVE TO APPROVE THE MINUTES FOR THE JANUARY 9, 2013 MEETING.**

Moved: Osthaus  
Second: Bordman  
Ayes: Osthaus, Bordman, Kravetz, Macon  
Nays: None  
**MOTION CARRIED.**

**Financial Report**

The January 2013 financial statements were received.

**Director's Report**

The Director reported on the following:

- The Township is bidding out the full scope of the civic center paving project and a reduced scope. The Library's work is covered under both bid options. The Township will review the bid recommendations at their March 18, 2013 meeting and determine how they will proceed. They have provided bonding alternatives to spread costs over 10 years.
- The staging schedule for the civic center paving project is similar to the one proposed last year. While the Library will remain open during the entire project, the drive-up window will need to close for approximately two weeks. Many of the larger summer events will be held off-site.
- The new touch screen OPAC workstations have been installed at both facilities.

The Board discussed the bonding alternatives provided by the Township.

**MOTION:**

**MOVE TO INFORM WEST BLOOMFIELD TOWNSHIP THAT THE LIBRARY IS NOT INTERESTED IN BONDING FOR THE CIVIC CENTER PAVING PROJECT, SINCE THE INTEREST CHARGED TO BOND FOR 10 YEARS WOULD BE AN UNNECESSARY ADDITIONAL COST TO THE LIBRARY.**

Moved: Osthaus  
Second: Kravetz  
Ayes: Osthaus, Kravetz, Bordman, Macon  
Nays: None  
**MOTION CARRIED.**

The Director's Report was received.

### **Accounts Payable**

**MOTION:**

**MOVE TO APPROVE ALL BILLS AND ACCOUNTS DUE IN THE AMOUNT OF \$191,615.18 AND RATIFY EXPENSES INCURRED SINCE JANUARY 9, 2013 IN THE AMOUNT OF \$225,173.39.**

Moved: Osthaus  
Second: Kravetz  
Ayes: Osthaus, Kravetz, Bordman, Macon  
Nays: None

**MOTION CARRIED.**

### **Approval of 2013 Marketing/Communication Plan**

The Board reviewed the proposed plan developed by staff for the calendar year. Trustee Osthaus asked for the marketing goals to include an increase in the use of the eLibrary.

**MOTION:**

**MOVE TO APPROVE THE 2013 MARKETING/COMMUNICATION PLAN WITH AN ADDITIONAL GOAL AS SUGGESTED.**

Moved: Osthaus  
Second: Bordman  
Ayes: Osthaus, Bordman, Kravetz, Macon  
Nays: None

**MOTION CARRIED.**

### **Approval of Bid for USF Related Telecommunications**

**MOTION:**

**MOVE TO AWARD THE BID FOR TELEPHONE SERVICE FOR A PERIOD OF 36 MONTHS UNDER THE UNIVERSAL SERVICE FUND PROGRAM TO THE**

**LOW BIDDER, PAETEC-WINDSTREAM, AT AN ANNUAL COST OF \$3,204.00.**

Moved: Bordman  
Second: Osthaus  
Ayes: Bordman, Osthaus, Kravetz, Macon  
Nays: None  
**MOTION CARRIED.**

### **Change Date for April 2013 Board Meeting**

**MOTION:**

**MOVE TO CHANGE THE DATE OF THE APRIL BOARD MEETING TO MONDAY, APRIL 8, 2013 AT 7:30 P.M. IN THE CONFERENCE ROOM AT THE MAIN LIBRARY.**

Moved: Bordman  
Second: Kravetz  
Ayes: Bordman, Kravetz, Macon, Osthaus  
Nays: None  
**MOTION CARRIED.**

The meeting was adjourned at 8:40 p.m.

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Carol Kravetz, Secretary